

COMPREHENSIVE PLANNING RESOURCE PACKAGE

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Spring 2008

In order to view these electronic files you must have Microsoft Word, Excel, and Adobe Reader. Additional GIS shapefiles are on this cd and require ArcExplorer. All of these programs offer free reader versions:

- [Download Microsoft Word Reader](#)
- [Download Microsoft Excel Reader](#)
- [Download Adobe Acrobat Reader](#)
- [Download ArcExplorer](#) (if necessary)

Note: We were unable to provide hard copies of maps do to budget constraints. However if your community would like hard copies of any map we would be happy to provide up to one copy of each map for you (most maps are 11" x 17" or 24" x 36"). To receive hard copies please contact [Tom Miragliuolo](#) at 287-3215. We are happy to provide you with what you need.

1. INTRODUCTION AND GENERAL GUIDANCE

- a. Welcome to Comprehensive Planning, Resource Package Overview, Credits, About the SPO Land Use Team
- b. State Growth Management Goals and Coastal Policies
- c. Resources To Help Local Comprehensive Planning Committees
- d. Advantages of Adopting a Comp Plan Consistent with the Growth Management Act
- e. Maine GIS Data Catalogue Information
- f. Land Use Team Publication Order form
- g. Changes To Rule Overview
- h. Checklist (New Rule)
- i. Plan Submittal Form (New Rule)
- j. Checklist (Old Rule)
- k. Plan Submittal Form (Old Rule)

2. POPULATION AND ECONOMY

- a. Checklist (New Rule)
- b. Checklist (Old Rule)
- c. Economic and census data
 - 1) Total population data –town, county, state
 - 2) Median household size
 - 3) Age cohort breakdown
 - 4) Population projections – town, county, state
 - 5) Educational attainment - town, county, state
 - 6) Median household income - town, county, state
 - 7) 80% median household income - town, county, state
 - 8) % of families below the poverty level - town, county, state
 - 9) Proportional make-up of employed labor force by occupation type - town
 - 10) Proportional make-up of employed labor force by occupation type - LMA
 - 11) Means of transportation to work
 - 12) Commute time
 - 13) Unemployment rate – town, LMA, state

3. HOUSING

- a. Checklist (New Rule)
- b. Checklist (Old Rule)
- c. Housing Data
 - 1) Affordability Index by Town and Income Levels, Last 5 Years
 - 2) Current Year Affordability Index by Town & Regions
 - 3) Current Year Unattainable Homes as of % of Homes Sold, Town & Regions
 - 4) Current Year % of Households that Can't Afford Median Home, Town & Regions
 - 5) Current Year % Renter Households that Can't Afford Average 2 Bedroom Rent, Town & Regions
 - 6) Current Year Housing Need Summary
 - 7) Current Year Subsidized or Affordable Rental Units and Section 8 Vouchers
 - 8) Demographics
 - 9) Median Home Sale Prices, Last 5 Years
 - 10) Average Rent (including utilities), Last 5 Years
 - 11) New Construction Units by Type, Last 5 Years
 - 12) MSHA First-Time Homebuyer Program Units & Families, Last 5 Years
 - 13) Age of Homes by Tenure
 - 14) Ethnicity (2000 Census)
 - 15) Current Year Households by Income, Owner & Renter, Potential Homeowners by Income
 - 16) Current Year Senior Household Data, 65 and older, 75 and older, by Income, by Owner & Renter
 - 17) Current Year Workforce Renters by Income

4. HISTORIC & ARCHAEOLOGICAL RESOURCES

- a. Checklist (New Rule)
- b. Checklist (Old Rule)
- c. Town specific maps of prehistoric archaeological sites, historic archaeological sites and listings of historic buildings in your community are provided by the Maine Historic Preservation Commission – contact Kirk Mahoney (287-2132; kirk.mahoney@maine.gov).

5. WATER RESOURCES

- a. Checklist (New Rule)
- b. Checklist (Old Rule)
- c. Drinking Water (Drinking Water Program)
 - 1) Public Water System Source Assessments
 - 2) Protecting Drinking Water Sources in Your Community – Tools for Municipal Officials
 - 3) Public Law 761
 - 4) Community Public Well Summary Report
- d. Water Resources (DEP)
 - 1) Watersheds map 11" x 17"
 - 2) Chapter 502 – Lakes most at Risk & Urban Impaired Streams
 - 3) Water Classification Program Descriptions
 - 4) Comp Plan packet Letter
 - 5) NEMO Chapter 500 Resources (Nonpoint Education for Municipal Officials)
- e. Map of Water Resources 11" x 17"
- f. Map of Water Resources 24" x 36"

6. CRITICAL NATURAL RESOURCES

- a. Checklist (New Rule)
- b. Checklist (Old Rule)
- c. Regional Fisheries and Wildlife Biologist contact information
- d. Beginning With Habitat Information
 - 1) Contacts
 - 2) Beginning with Habitat Model
 - 3) Beginning with Habitat Focus Areas
- e. Beginning With Habitat shapefile information and instructions
- f. Town -specific technical assistance material and critical resource maps are provided with the Beginning with Habitat presentation – contact Steve Walker (287-5254; steve.walker@maine.gov) or your regional council to schedule a presentation for your town.

7. AGRICULTURAL RESOURCES

- a. Checklist (New Rule)
- b. Checklist (Old Rule)
- c. Agricultural Fact Sheet for your County
- d. Saving Maine Farmland: A Collaborative Action Plan
- e. Agricultural Resources Map 11" x 17"
- f. Agricultural Resources Map 24" x 36"

8. FOREST RESOURCES

- a. Checklist (*See Agriculture Checklist*)
- b. Timber Harvesting Summary
- c. Bulletin 19 (Maine Tree Growth Tax Law)
- d. Project Canopy brochure
- e. Timber Harvesting in Shoreland Zones Info Sheet
- f. Tree Growth Application Schedule
- g. Additional Forestry Resources

9. MARINE RESOURCES (for coastal communities)

- a. Checklist (New Rule)
- b. Checklist (Old Rule)
- c. Department of Marine Resources Data
 - 1) Count of Resident Licenses, 2001-2006
 - 2) Count of Residents Holding Marine Resource Licenses, 2001-2006
 - 3) Count of Marine Resource Dealer & Harvester Licenses, 2001-2006
 - 4) Count of Lobster Traps Fished by Residents, 2001-2006
 - 5) Count of Boats with Local Anchorage, 2001-2006
- d. Department of Marine Resources Program Descriptions
 - 1) DMR Ecology Division
 - 2) DMR Saltwater Recreational Fishing Program
 - 3) DMR Shellfish Growing Area Classification Program
 - 4) DMR Shoreline Access, Port and Harbor Improvement, Licenses and Landings
 - 5) DMR Soft Shell Clam Management Program
 - 6) DMR Stock Enhancement Division
- e. Maine Coastal Program Resources

10. RECREATION RESOURCES

- a. Checklist (New Rule)
- b. Checklist (Old Rule)

- c. Information on the Maine Bureau of Parks and Lands Grants and Community Recreation Division
- d. Recreation and Local Infrastructure Map 11" x 17"
- e. Recreation and Local Infrastructure Map 24" x 36"

11. PUBLIC FACILITIES & SERVICES

- a. Checklist (New Rule)
- b. Checklist (Old Rule)
- c. Solid Waste & Recycling Report
- d. Code Enforcement
 - 1) Town Status Report
 - 2) Municipal Code Enforcement Officer Training & Certification Information Guide (*available on-line at <http://www.maine.gov/spo/ceo/publications/>*)
- e. Public Water Supplies
 - 1) Maine Drinking Water Program Internet Mapping Tool Description and contact information
- f. Hazard Mitigation
 - 1) Maine Floodplain Program and contact information
- g. Local Infrastructure Map (see recreation map)

12. TRANSPORTATION

- a. Checklist (New Rule)
- b. Checklist (Old Rule)
- c. MaineDOT Comprehensive Plan Contact Information and important publications
- d. Maine Transportation Directory
- e. Statewide Transportation Data (Download [ArcExplorer](#) to view files)
- f. Maine Transit District Map 8.5" x 11"
- g. Transportation Map 11" x 17"
- h. Transportation Map 30" x 36"

13. LAND USE

- a. Checklist (New Rule)
- b. Checklist (Old Rule)
- c. Aerial Photo 11" x 17"
- d. Aerial Photo 24" x 36"
- e. Map of Development Constraints 11" x 17"
- f. Map of Development Constraints 24" x 36"

14. FISCAL CAPACITY AND CAPITAL IMPROVEMENT PLANNING

- a. Checklist (*See Public Facilities Checklist*)
- b. Municipal Valuation Return Data
- c. Community Development Block Grant Program Summary
- d. Pine Tree Zones
- e. Impact Fee Manual

15. OTHER DATA

- a. Child care supply and demand
- b. DHHS Health Profile
- c. Maine Brownfields Program